

# POLICE DEPARTMENT

## Mission Statement

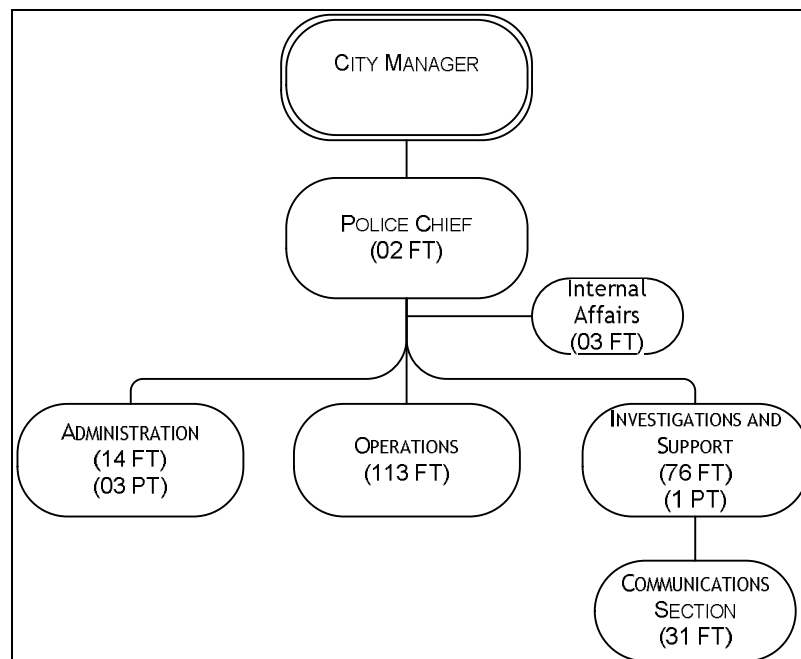
***TO SERVE All of our citizens and all who have put their faith and trust in us ... with courtesy, ability, knowledge, training, and courage.***

***TO PROTECT Their lives and worldly possessions to the best of our ability ... by forever challenging ourselves and raising our standards, by developing new and innovative methods in our quest for excellence.***

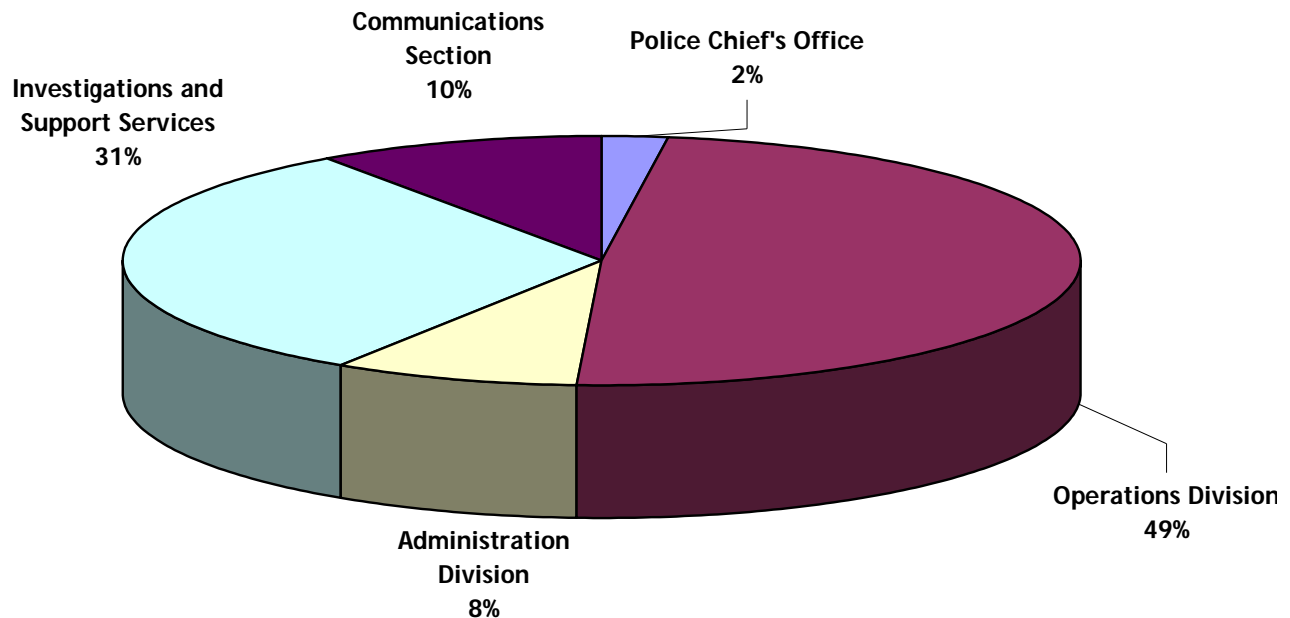
***TO CARE For everyone ... by showing kindness, compassion, respect, dignity and equality for all, and by providing a work place where everyone is valued as a team member and rewarded for excellence and perseverance.***

# POLICE DEPARTMENT OVERVIEW

The Police Department is and has been the primary provider of law enforcement services for the City of Greenville since 1845. The men and women of the Police Department are sworn professionals dedicated to our mission of serving, protecting, and caring for our citizens. The department offers a wide range of services and employment opportunities with a staff of 243 employees. For enhanced services, the department is divided into three Divisions: Administration, Operations, and Investigations and Support Services. Commanders of these three divisions report directly to the Chief of Police to ensure that all services are rendered in a timely and efficient manner. The streets of Greenville are patrolled through Operations on a 24-hour, 365-day basis, utilizing a patrol schedule that divides the City into two sections (Eastside and Westside) for enhanced response. Investigations and Support Services work in conjunction with Operations in providing the overall effectiveness of services rendered to those residing and visiting the City of Greenville.



# FY 2008-09 POLICE DEPARTMENT OPERATING BUDGET \$18,339,338



POLICE DEPARTMENT FY 2008-09 OPERATING BUDGET SUMMARY					
<u>Divisions</u>	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget	% Change FY09 - FY08
Police Chief's Office	\$ 283,772	327,699	295,558	405,421	37.2%
Administration Division	655,678	622,178	644,430	1,527,605	137.0%
Professional Standards Division	552,071	618,525	583,007	0	-100.0%
Investigations and Support Services	2,697,488	2,889,614	2,893,436	5,684,748	96.5%
Operations Division	5,288,206	5,629,484	5,715,029	8,941,390	56.5%
Traffic Enforcement Division	1,061,041	1,060,566	1,162,505	0	-100.0%
Community Services Division	1,905,426	1,925,612	2,004,008	0	-100.0%
Support Services Division	915,406	921,074	913,197	0	-100.0%
Communications Section	1,397,011	1,497,354	1,621,431	1,780,174	9.8%
<b>TOTAL</b>	<b>\$ 14,756,099</b>	<b>15,492,106</b>	<b>15,832,601</b>	<b>18,339,338</b>	<b>15.8%</b>
<u>Expenditure Category</u>					
Personnel Services	\$ 13,092,901	13,895,324	13,780,779	14,617,777	6.1%
Operating Expenditures	686,834	835,438	838,194	2,413,326	187.9%
Risk Charges	581,944	283,611	705,418	594,040	-15.8%
Capital Outlay	394,420	477,733	508,210	714,195	40.5%
<b>TOTAL EXP. BY CATEGORY</b>	<b>\$ 14,756,099</b>	<b>15,492,106</b>	<b>15,832,601</b>	<b>18,339,338</b>	<b>15.8%</b>

*(POLICE DEPARTMENT OPERATING BUDGET SUMMARY CONTINUED)*

	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b><u>Authorized Staffing</u></b>				
Police Chief's Office	3	3	3	5
Administration Division	9	9	9	17
Professional Standards Division	8	8	8	0
Investigations and Support Services	40	40	40	77
Operations Division	83	94	94	113
Traffic Enforcement Division	17	17	17	0
Community Services Division	31	31	31	0
Support Services Division	12	12	12	0
Communications Section	29	29	31	31
<b>TOTAL STAFFING</b>	<b>232</b>	<b>243</b>	<b>245</b>	<b>243</b>

**Note:** In FY 2008-09 the Professional Standards Division, Traffic Enforcement Division, Community Services Division, and Support Services Division were consolidated into other divisions. They are included in the preceding tables to show historical expenditures and staffing levels. Reference Pages C-87 through C-88 for more information.

# POLICE CHIEF'S OFFICE

The Police Chief's Office ensures an effective and efficient police operation by establishing and enforcing police policy, promoting police professionalism, maintaining strong public support, and ensuring administrative support of police operations. This office monitors the accreditation program established by CALEA, and maintains departmental policies and procedures in conformance with the 436 standards established by the accreditation program.

The Police Chief's Office includes the Internal Affairs Section. The Internal Affairs Section is responsible for accepting, assigning, and/or investigating all complaints of alleged misconduct against employees of the Police Department. The fundamental purpose of this Section is to assure the protection of rights and fair treatment of the public, while maintaining the integrity of the Police Department employees. The Section reports directly to the Chief of Police.

POLICE CHIEF'S OFFICE				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$268,712	\$310,031	\$278,579	\$394,964
Operating Expenditures	8,692	13,498	8,500	3,000
Risk Charges	6,368	4,170	8,479	7,457
Capital Outlay	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$283,772</b>	<b>\$327,699</b>	<b>\$295,558</b>	<b>\$405,421</b>
<b>STAFFING</b>				
Police Chief	1	1	1	1
Police Lieutenant	1	1	1	1
Police Sergeant	0	0	0	1
Administrative Assistant	1	1	1	2
<b>TOTAL STAFFING</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>5</b>

## FY 2008-09 BUDGET HIGHLIGHTS

The Police Chief's Office budget reflects:

- Internal Affairs positions have been moved from the Professional Standards Division into the Chief's Office.

## STRATEGIC INITIATIVES

Financially Sound City Providing Excellent Services	Ongoing Initiative	FY 08-09 Initiative
Reduce the incidence of Part I crimes through state-of-the-art investigative methods with improved technology.	<input checked="" type="checkbox"/>	

*(POLICE CHIEF'S OFFICE CONTINUED)*

Livable Neighborhoods and City	Ongoing Initiative	FY 08-09 Initiative
Identification of offenders, recovery of property, successful prosecution, and increased citizen involvement through the business watch program and expansion of community-oriented policing.	<input checked="" type="checkbox"/>	

# ADMINISTRATION DIVISION

The Administration Division is responsible for managing, administering, coordinating, and overseeing all departmental administrative functions including purchasing, accounting, payroll, budget, grants, special events, dignitary protection, crime prevention, crime analysis, chaplain program, accreditation, recruitment, hiring, media relations, business watch program, police cares, public safety camera system, training, field training officer program, and other special projects.

In FY 2008-09, the Professional Standards Division was dissolved and the Internal Affairs function was placed under the Chief's Office. The remaining Professional Standard positions were combined with the Administrative Services Division to form the Administration Division. The FY 2005-06 through FY 2007-08 figures shown below reflect the Administrative Services Division only.

ADMINISTRATION DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$364,503	\$367,860	\$376,481	\$963,174
Operating Expenditures	282,874	250,904	242,723	512,117
Risk Charges	8,301	3,414	9,926	15,985
Capital Outlay	0	0	15,300	36,329
<b>TOTAL EXPENDITURES</b>	<b>\$655,678</b>	<b>\$622,178</b>	<b>\$644,430</b>	<b>\$1,527,605</b>
<b>STAFFING</b>				
Police Captain	1	1	1	1
Fiscal Specialist	0	0	0	1
Payroll Specialist	1	1	1	1
Police Corporal	0	0	0	4
Police Sergeant	0	0	0	2
Police Accreditation Analyst	0	0	0	1
Crime Analyst	0	0	0	2
Data Entry Operator	0	0	0	1
Secretary	0	0	0	1
Support Services Admin.	1	1	1	0
Desk Officer (P/T)	6	6	6	3
<b>TOTAL STAFFING</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>17</b>

(ADMINISTRATION CONTINUED)

**FY 2008-09 BUDGET HIGHLIGHTS**

The Administration Division budget reflects:

- The Professional Standards division has been merged into this division. The adopted budget for Professional Standards in FY 2007-08 was \$583,007.
- Funding for travel and training for all divisions has been moved into this division for a total budget of \$141,000.
- Electricity costs have been increased by \$60,000 due to rate increases and to more accurately reflect current usage.
- \$28,067 in vehicle parts, labor, and fuel formerly budgeted in Fleet Services.
- \$36,329 is included for vehicle replacement.

**STRATEGIC INITIATIVES**

<b>Financially Sound City Providing Excellent Services</b>	<b>Ongoing Initiative</b>	<b>FY 08-09 Initiative</b>
Continue to seek new technology grants.	<input checked="" type="checkbox"/>	
Continue processing seized drug money through civil process in order to convert it to narcotics account funds.	<input checked="" type="checkbox"/>	
Increase the number of female and minority officers to reflect a diverse workforce representative of the community served.	<input checked="" type="checkbox"/>	
Enhance recruitment efforts through military and minority career fairs.	<input checked="" type="checkbox"/>	
Achieve the department's fourth national reaccreditation.		<input checked="" type="checkbox"/>
Devote more efforts toward maintaining authorized sworn staffing level.	<input checked="" type="checkbox"/>	



# OPERATIONS DIVISION

This Division is responsible for the management, administration, fiscal responsibility, and supervision of patrol services functions including coordination of Eastside and Westside patrol districts, S.W.A.T. functions, hostage negotiation, field force, COBRA team, color guard unit, traffic collision investigation, follow-up bureau, and emergency management. Responsible for the day-to-day patrol operations, Operations provides call response twenty-four-hours-a-day, seven-days-a-week on an annual basis.

In FY 2008-09, the Traffic Enforcement Division and Community Services Division were dissolved and the functions of both divisions were divided and merged into the newly-formed Operations Division and the Investigations and Support Division. The FY 2005-06 through FY 2007-08 figures shown below reflect the Patrol Services Division only.

OPERATIONS DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$4,456,106	\$4,699,428	\$4,773,251	\$6,652,012
Operating Expenditures	150,935	\$296,898	\$273,371	1,396,395
Risk Charges	286,745	\$155,425	\$353,407	366,817
Capital Outlay	394,420	\$477,733	\$315,000	526,166
<b>TOTAL EXPENDITURES</b>	<b>\$5,288,206</b>	<b>\$5,629,484</b>	<b>\$5,715,029</b>	<b>\$8,941,390</b>
<b>STAFFING</b>				
Police Major	0	0	0	1
Police Captain	1	1	1	2
Police Lieutenant	3	3	3	4
Police Sergeant	8	8	8	12
Police Corporal	26	26	26	35
Police Officer	44	53	53	57
Animal Control Officer	0	2	2	0
Administrative Support	1	1	1	2
<b>TOTAL STAFFING</b>	<b>83</b>	<b>94</b>	<b>94</b>	<b>113</b>

## FY 2008-09 BUDGET HIGHLIGHTS

The Operations Division budget reflects:

- The consolidation of the Patrol Services Division, Traffic Enforcement Division, and Community Services into the Operations Division. The adopted budget for Traffic Enforcement in FY 2007-08 was \$1,162,505 and Community Services was \$2,004,008.
- Funding for travel and training has been moved to the Administration Division. The adopted budget for training in this division for FY 2007-08 was \$47,000.
- The purchase of five radar units totaling \$6,475.

*(OPERATIONS CONTINUED)*

- \$1,077,449 in vehicle parts, labor, outside repairs, and fuel formerly budgeted in Fleet Services.
- \$526,166 for vehicle replacement.

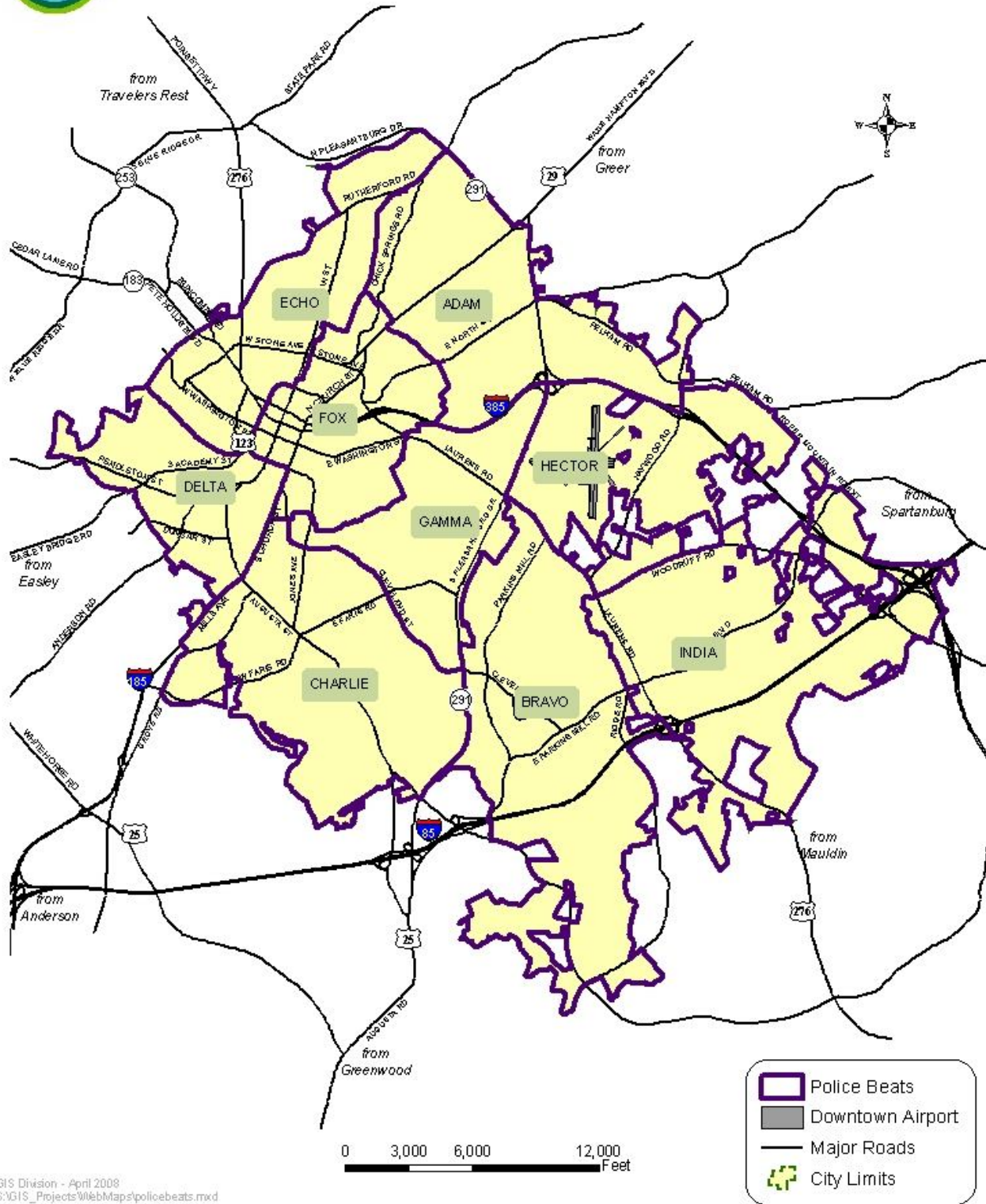
**STRATEGIC INITIATIVES**

<b>Financially Sound City Providing Excellent Services</b>	<b>Ongoing Initiative</b>	<b>FY 08-09 Initiative</b>
Respond to all calls for service in approximately seven minutes.	<input checked="" type="checkbox"/>	
<b>Livable Neighborhoods and City</b>	<b>Ongoing Initiative</b>	<b>FY 08-09 Initiative</b>
Conduct computerized surveys of perceived traffic issues using state-of-the-art equipment.	<input checked="" type="checkbox"/>	
Provide educational and preventative measures utilizing radar message boards.	<input checked="" type="checkbox"/>	



City of  
Greenville

# Police Beats



# INVESTIGATIONS AND SUPPORT SERVICES DIVISION

This Division is responsible for the management, administration, fiscal responsibility, and supervision of support services functions including criminal investigations, communications, central business district officers, traffic collision reconstruction and selective enforcement, animal control, warrants/security, field training officer program, vice/narcotics, crime victim advocates, crime stoppers, and supply/property management. These functions are divided into four sections: Communications, Criminal Investigations, Central Services, and Special Operations.

In FY 2008-09, the Traffic Enforcement Division and Community Services Division were dissolved and the functions of both divisions were divided and merged into the newly-formed Operations Division and the Investigations and Support Division. The FY 2005-06 through FY 2007-08 figures shown below reflect the Investigations Division only.

INVESTIGATIONS AND SUPPORT SERVICES DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$2,539,964	\$2,755,018	\$2,587,128	\$5,020,865
Operating Expenditures	68,369	98,650	88,600	349,632
Risk Charges	89,155	35,946	125,908	162,551
Capital Outlay	0	0	91,800	151,700
<b>TOTAL EXPENDITURES</b>	<b>\$2,697,488</b>	<b>\$2,889,614</b>	<b>\$2,893,436</b>	<b>\$5,684,748</b>
<b>STAFFING</b>				
Police Major	0	0	0	1
Police Captain	1	1	1	0
Police Lieutenant	2	2	2	3
Police Sergeant	3	3	3	5
Police Corporal	0	0	0	29
Detective	29	29	29	28
Police Officer	0	0	0	3
Desk Officer (P/T)	0	0	0	1
Investigative Services Spec.	3	3	3	3
Animal Control Officer	0	0	0	2
Crime Stopper Specialist	1	1	1	1
Administrative Support	1	1	1	1
<b>TOTAL STAFFING</b>	<b>40</b>	<b>40</b>	<b>40</b>	<b>77</b>

*(INVESTIGATIONS AND SUPPORT SERVICES CONTINUED)***FY 2008-09 BUDGET HIGHLIGHTS**

The Investigations and Support Services Division budget reflects:

- The Support Services division has been merged into this division. The adopted budget for Support Services in FY 2007-08 was \$913,197.
- Funding for travel and training has been moved to the Administration Division. The adopted budget for training in this division for FY 2007-08 was \$32,000.
- \$238,332 in vehicle parts, labor, outside repairs, and fuel formerly budgeted in Fleet Services.
- \$151,700 is included for vehicle replacement.
- \$10,000 in included for the replacement of four bicycles.

**STRATEGIC INITIATIVES**

<b>Financially Sound City Providing Excellent Services</b>	<b>Ongoing Initiative</b>	<b>FY 08-09 Initiative</b>
Continue truancy program with the Greenville County School District.	<input checked="" type="checkbox"/>	
Investigate all lead sheets (CrimeStoppers, and Greenville Cares) assigned to narcotics within three months of assignment.	<input checked="" type="checkbox"/>	
Conduct 15 drug education awareness demonstrations.	<input checked="" type="checkbox"/>	
<b>Livable Neighborhoods and City</b>	<b>Ongoing Initiative</b>	<b>FY 08-09 Initiative</b>
Continue bi-weekly CompStat meetings with representatives from each division to discuss strategies on recent crimes.	<input checked="" type="checkbox"/>	
Achieve a clearance rate of 70% for violent crimes.	<input checked="" type="checkbox"/>	
<b>Vibrant Downtown and Revitalized Corridors</b>	<b>Ongoing Initiative</b>	<b>FY 08-09 Initiative</b>
Conduct six checks each month on bars and restaurants, aiming at enforcement of the 2:00 AM closing ordinance.	<input checked="" type="checkbox"/>	
Monitor and enforce nuisance ordinance as it applies to businesses.	<input checked="" type="checkbox"/>	
Maximize utilization of the camera system in the downtown business district in order to increase violator apprehension.	<input checked="" type="checkbox"/>	

# COMMUNICATIONS SECTION

The Communications Section (formerly named the Dispatch Division) operates under the supervision of the Investigations and Support Services Division. Communications answers all calls in the Communications Center and dispatches approximately 85,000 calls for service. Communications is responsible for answering all E-911 calls for police, fire, and medical emergencies; updating NCIC, and maintaining records of alarm activities. All civilian personnel working in Communications are State-trained and certified.

COMMUNICATIONS SECTION				
	2005-06 <u>Actual</u>	2006-07 <u>Actual</u>	2007-08 <u>Budget</u>	2008-09 <u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$1,337,640	\$1,445,899	\$1,536,775	\$1,586,762
Operating Expenditures	32,506	\$39,789	\$45,900	152,182
Risk Charges	26,865	\$11,666	\$38,756	41,230
Capital Outlay	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,397,011</b>	<b>\$1,497,354</b>	<b>\$1,621,431</b>	<b>\$1,780,174</b>
<b>STAFFING</b>				
Communication Division Admin.	1	1	1	1
Communication Division Asst. Admin	1	1	1	1
Communications Specialist	27	27	29	29
<b>TOTAL STAFFING</b>	<b>29</b>	<b>29</b>	<b>31</b>	<b>31</b>

## FY 2008-09 BUDGET HIGHLIGHTS

The Communications budget increases 9.8% over the FY 2007-08 Adopted Budget and reflects:

- \$121,282 for radio maintenance formerly budgeted in Fleet Services.
- Funding for travel and training has been moved to the Administration Division. The adopted budget for training in this division for FY 2007-08 was \$15,000.

## STRATEGIC INITIATIVES

Financially Sound City Providing Excellent Services	Ongoing Initiative	FY 08-09 Initiative
Maintain and improve information services through partnerships with Greenville County and the E-911 office, and through the installation of mobile-data terminals.	<input checked="" type="checkbox"/>	

## PROFESSIONAL STANDARDS DIVISION

In FY 2008-09, the Professional Standards division was dissolved and the Internal Affairs Section was placed under the Chief's office and the remaining functions were combined with the Administrative Services Division to form the Administration Division. The Professional Standards Division is included in this budget document to show historical expenditures and staffing levels.

PROFESSIONAL STANDARDS DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$484,607	\$574,293	\$514,818	\$0
Operating Expenditures	38,352	36,345	50,500	0
Risk Charges	29,112	7,887	17,689	0
Capital Outlay	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$552,071</b>	<b>\$618,525</b>	<b>\$583,007</b>	<b>\$0</b>
<b>STAFFING</b>				
<b>TOTAL STAFFING</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0</b>

## TRAFFIC ENFORCEMENT DIVISION

In FY 2008-09, the Traffic Enforcement Division was dissolved and its functions were divided and merged into the newly-formed Operations Division and the Investigations and Support Division. The Traffic Enforcement Division is included in this budget document to show historical expenditures and staffing levels.

TRAFFIC ENFORCEMENT DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$962,713	\$994,498	\$999,680	\$0
Operating Expenditures	29,690	34,766	37,500	0
Risk Charges	68,638	31,302	57,825	0
Capital Outlay	0	0	67,500	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,061,041</b>	<b>\$1,060,566</b>	<b>\$1,162,505</b>	<b>\$0</b>
<b>STAFFING</b>				
<b>TOTAL STAFFING</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0</b>

## COMMUNITY SERVICES DIVISION

In FY 2008-09, the Community Services Division was dissolved and its functions were divided and merged into the newly-formed Operations Division and the Investigations and Support Services Division. The Community Services Division is included in this budget document to show historical expenditures and staffing levels.

COMMUNITY SERVICES DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$1,826,473	\$1,861,040	\$1,885,404	\$0
Operating Expenditures	34,272	\$35,932	\$42,000	0
Risk Charges	44,681	\$28,640	\$76,604	0
Capital Outlay	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,905,426</b>	<b>\$1,925,612</b>	<b>\$2,004,008</b>	<b>\$0</b>
<b>STAFFING</b>				
<b>TOTAL STAFFING</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>0</b>

## SUPPORT SERVICES DIVISION

In FY 2008-09, the Support Services Division and the Investigations Division were consolidated into the Investigations and Support Services Division. The former Support Services Division is included in this budget document to show historical expenditures and staffing levels.

SUPPORT SERVICES DIVISION				
	2005-06	2006-07	2007-08	2008-09
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>EXPENDITURES</b>				
Personnel Services	\$852,183	\$887,257	\$828,663	\$0
Operating Expenditures	41,144	28,656	49,100	0
Risk Charges	22,079	5,161	16,824	0
Capital Outlay	0	0	18,610	0
<b>TOTAL EXPENDITURES</b>	<b>\$915,406</b>	<b>\$921,074</b>	<b>\$913,197</b>	<b>\$0</b>
<b>STAFFING</b>				
<b>TOTAL STAFFING</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>0</b>